

DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT

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January 22, 2008

TO: Low Income Home Energy Assistance Program (LIHEAP) Service Providers

The Department of Community Services and Development (CSD) received numerous 2008 draft LIHEAP contract comments that are currently under evaluation. CSD is working diligently to finalize the contract language and taking into consideration the comments received, CSD anticipates releasing the 2008 LIHEAP contract by February 1, 2008.

In the interim, CSD recognizes that many agencies have the immediate need for accessing their 2008 HEAP and Fast Track allocations to provide client services prior to the release of the 2008 LIHEAP contract. Therefore, CSD will make available the HEAP and Fast Track allocations in CLASS for those agencies that have an approved 2008 ECIP-FT and HEAP Priority Plan and 2008 Percentage-Based LIHEAP Program Budget Proposal on record at CSD.

Also, enclosed are your 2008 LIHEAP Start-up materials which will assist you with the implementation and administration of your 2008 LIHEAP Contract. This package contains the following items:

- 2008 LIHEAP Eligibility and Verification Guide
- 2008 Payment Table
- 2008 Documentation Calendar
- 2008 HEAP Fact Sheets
- 2008 Income Fact Sheets
- 2008 HEAP/FT Payment Schedule
- 2008 Energy Intake Form, CSD 43 (On CD)

The payment tables reflect the 2008 benefit levels which will be programmed within CLASS and accessible to all agencies contingent upon the approval of your ECIP-FT and HEAP Priority Plan and Percentage-Based LIHEAP Program Budget Proposal.

Please note that no changes were made to the 2007 LIHEAP Intake Forms so you may continue to use during the 2008 program year. Electronic versions of the Energy Intake forms on CD are included in this package and also available on CSD's website.

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Should you have any questions or need additional clarification regarding the information contained in the Start-up materials, please do not hesitate to contact your assigned CLASS Help Desk Representative or Dianna Molina, Program Analyst, at (916) 341-4320.

Sincerely,

Sukie Godinez, Program Manager
Energy & Environmental Services